DCIPS Overview- Executive Briefing

HQDA DCS, G-2

Army Intelligence Personnel Management Office (IPMO)

DCIPS

DEFENSE CIVILIAN INTELLIGENCE PERSONNEL SYSTEM

Agenda

DCIPS
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- DCIPS Overview
- DCIPS and the Army Intelligence Community
- DCIPS Components and Structure
- Leadership’s Roles and Responsibilities
- Contact Information

Overview of DCIPS

DCIPS:

- Aligns work with mission and/or organizational goals
- Communicates the link between employee contributions and mission/organization goals
- Distinguishes levels of performance and recognition so that contributions are rewarded appropriately
- Provides new tools to recruit, retain and reward our high performing workforce
- Provides modern initiatives for the DoD Intelligence Community to be a more competitive employer of choice
- Part of collaborative effort with ODNI's National Intelligence Civilian Compensation Program (NICCP) to support flexibility and consistency across the federal Intelligence Community

Army DCIPS Philosophy

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- Managers and employees held accountable for setting objectives and performance goals and for maintaining dialog year long
- No forced ratings distribution- - however there is a high degree of performance expectation given the seniority and experience of the workforce
- Contributions are rewarded appropriately by distinguishing between levels of performance and recognition
- Transparency into the rating/pay for performance process and mechanisms for dispute resolution will be in place to assure fairness

Most Significant Changes

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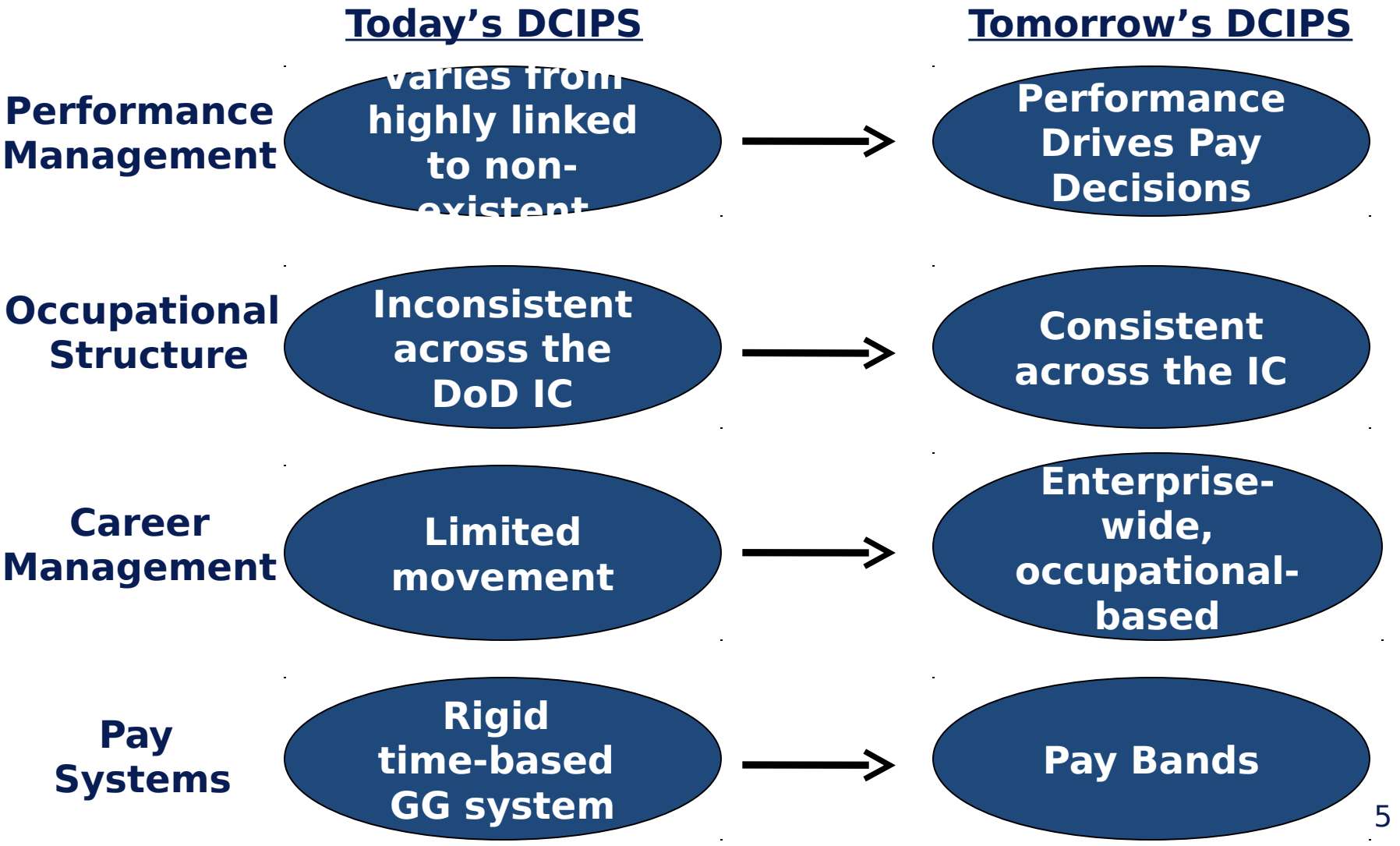

DCIPS: Authorities and Background

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- Title 10, United States Code (1601-1614)
  - Authority to hire, develop, and retain a diverse, versatile, and highly qualified workforce to perform both the Defense and National Intelligence missions
- Legislation passed in October 1996
  - SECDEF authorized to establish a personnel system to meet the needs of the Defense Intelligence Community
- DCIPS is being developed in coordination with:
  - Office of Director of National Intelligence (ODNI)
  - Under Secretary of Defense Intelligence (USDI)
  - DoD's National Security Personnel System PEO
- DCIPS delivers a common competitive, pay-for-performance personnel system for all DoD Intelligence Components

The Defense Intelligence Community

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DCIPS Structure

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- DCIPS touches on all Intelligence Human Capital Management Program areas:
  - Awards & Recognition
  - Compensation and Pay Banding
  - Employee Relations
  - Employment and Placement
  - Occupational Structure
  - Performance Management
  - Program Evaluation
  - Training & Professional Development
  - Workforce Reshaping
  - DISES/DISL

Annual Army DCIPS Timeline

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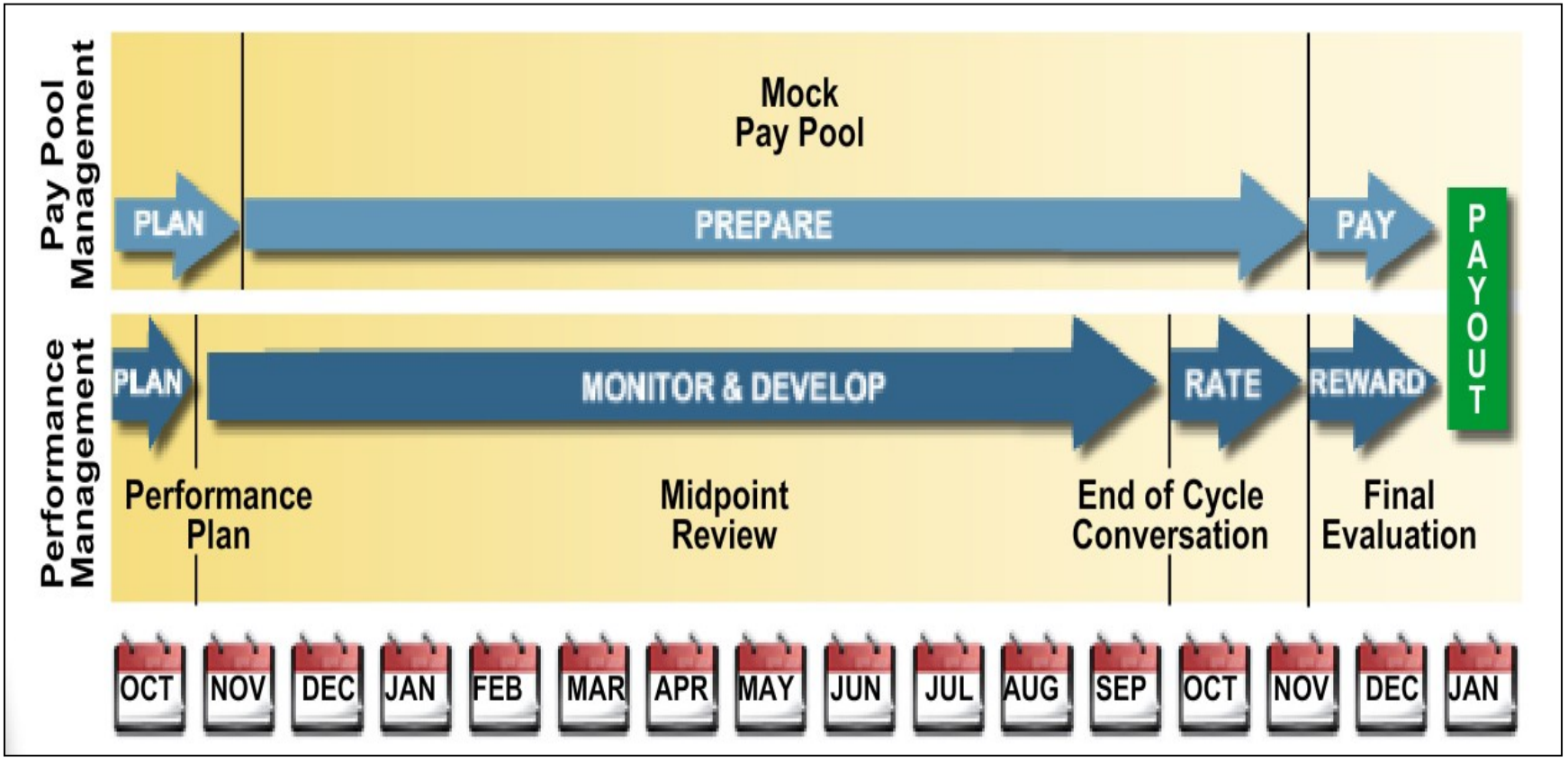

Army Intelligence is scheduled to convert on 19 July to both performance management and pay bands. The final employee rating will occur in September 2010 and the final payout will be in January 2011.

Army DCIPS Implementation Timeline

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Army Beta Group (HQDA DCS, G-2; Army G2X)

- **31 March 2009** - TAPES rating cycle ends - allows time to conduct close out and complete required training
- **1 April 2009** - Apply DCIPS Performance Management Process
- **1 April 2009 through 18 July 2009** - Transition/Performance Management Beta Test Period (approx 3.5 months)
- **19 July 2009** - Conversion to Pay Bands
- **19 July 2009 - 30 September 2010** - Convert to new rating cycle (approx 14 months)

Army Non-Beta Group (Remaining Army DCIPS GG employees)

- **30 April 2009 -** TAPES rating cycle ends - allows time to conduct close out and complete required training
- **31 May 2009** - GG-8 TAPES close-out - affords 120 days under performance plan
- **1 May - 18 July 2009 -** Transition Period (approx 2.5 months)
- **19 July 2009 -** Conversion to New Performance Management and Pay Bands
- **19 July 2009 - 30 September 2010** - New rating cycle (approx 14 months)

Both Groups

- **1 June 2009 -** Moratorium for processing personnel actions (with exceptions)
- **19 July 2009 - 31 January 2009** - Performance Period for Mock Pay Pool
- **January 2010** - Receive full Government-wide Pay Increase (GPI) which includes Local Market Supplement
- **March/April 2010** - Conduct Mock Pay Pool
- **May 2010 through August 2010** - Pay Pool Performance Review Authorities review results of mock evaluations and pay pool analysis and modify accordingly; implement internal guidance that aligns with Army and USDI implementing policy
- **November 2010** - First formal pay pool panel meets
- **January 2011** - First performance based pay out

Changes Associated with DCIPS

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What *will change* under DCIPS?

- Army Intelligence approach to performance management, schedule and processes
- Pay structure
- Salary pay scales
- Locality pay
- Special rates
- General pay increases
- Within-grade increases
- Quality step increases
- Grade eligibility for allowances
- Promotions
- Career management
  - Increased focus on IDPs
- Statutory limits on basic pay
- Pay setting for new hires
- Position Descriptions
  - Aligned to ODNI Competencies

Changes Associated with DCIPS

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What *will not* change under DCIPS?

- Benefits (life insurance, health insurance, TSP, retirement, and so on)
- Leave and work schedules
- Premium Pay (overtime, night, holiday, Sunday, hazard)
- Compensatory time
- Danger pay and imminent danger pay
- Foreign language proficiency pay (Army Intelligence not currently compensating for this)
- Deployment incentives
- Recruitment and relocation incentives
- Merit System Principles
- Whistle-blower protections
- Rules against prohibited personnel practice
- Veterans Preference Principles
- Anti-discrimination laws
- Allowances and travel/subsistence expenses

DCIPS Occupational and Compensation Alignment

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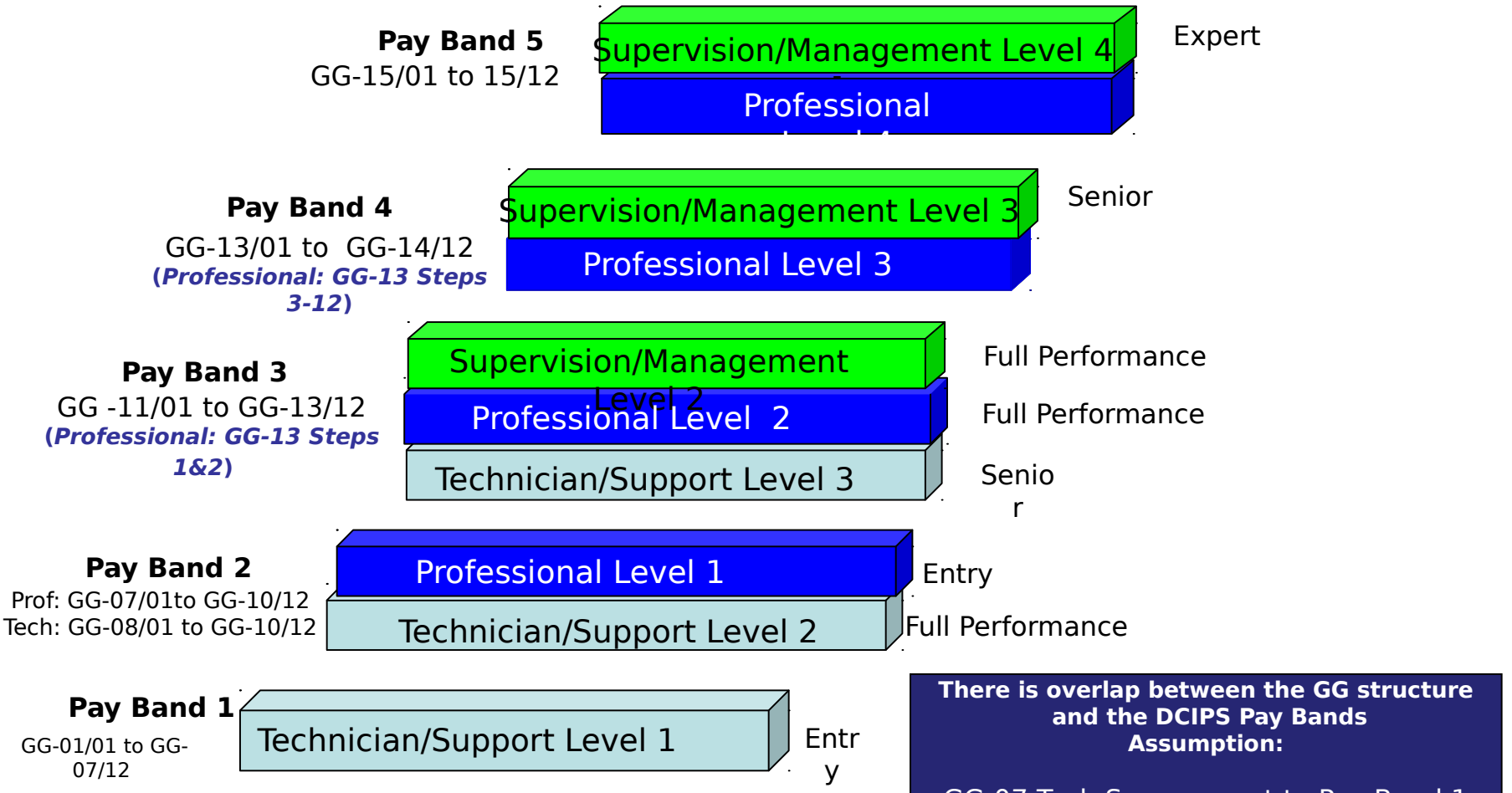

There is overlap between the GG structure and the DCIPS Pay Bands
Assumption:

GG-07 Tech Sup. convert to Pay Band 1
GG-07 Professional convert to Pay Band 2
GG-13 Tech Sup. convert to Pay Band 3
GG-13 Professional convert to Pay Band 3 &

General Schedule (GG/GS) vs. DCIPS

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General Schedule (GG/GS)	DCIPS
15 Grades, 10 (or 12) Steps Each	5 Pay Bands - min and max initially linked to GG grades
Time based step increases, frequency slows at higher steps	Pay band midpoint is reference point for pay increases and bonuses – part of DCIPS algorithms
Locality Pay	Local Market Supplements (LMS), initially equal to GS locality pay rates
Many Special Salary Rates (SSR) – vary by occupation and location	Targeted Local Market Supplements (TLMS), may vary by location, occupation, work category
Basic Pay Cap = Executive Level IV ($153,200 for 2009)	Basic Pay Cap = 5% over Executive Level IV ($160,860 for 2009)

Lessons Learned from other Pay for Performance Systems

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- Engage leadership at all levels
- Involve first-line supervisor
- Actively listen to the workforce
  - Address workforce concerns
  - Anticipate workforce apprehension
  - Build in continuous feedback
- Provide honest and forthright messages
- Build a transparent personnel system
- Use clear, consistent messages
- Plan varied venues to discuss DCIPS:
  - Newsletters
  - Staff meetings
  - Workshops/Brown Bags
  - Town Halls
  - Emails
  - Website

Leadership is the Foundation of DCIPS

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What do we need from you?

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- Become knowledgeable and stay current on the DCIPS implementation process
  - Actively pursue information by visiting the DCIPS website and attending executive road shows and town halls
  - Remain in close contact with your HR staff and the IPMO Transition Team
- Encourage open communication regarding DCIPS
  - Take time to answer employee questions
- Ensure you are providing reliable and consistent information to all employees
  - Utilize communications tools from the IPMO Transition Team
  - Formulate an internal implementation team comprised of functional, HR, EEO, PAO, and resourcing professionals

What do we need from you?

- Be a DCIPS Champion by:
  - Modeling your commitment as a leader and advocate of DCIPS
  - Model behaviors consistent with performance excellence
  - Assisting managers and supervisors with developing their skills in communication and performance management

Contact Us

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Back-up Slides

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DCIPS – The Way Ahead

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“This will help the IC’s high-performing organizations perform at an even higher level.”

- John M. McConnell
Former Director, National Intelligence

(2007 – 2009)

DCIPS and NSPS: A Comparison

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	DCIPS	NSPS
Authorities		
Authorities	Title 10, Chapter 83, "Civilian Defense Intelligence Employees;" DoD Directive 1400.35, Defense Civilian Intelligence Personnel System (DCIPS); DoD Directive 5143.01, Under Secretary of Defense for Intelligence (USD(I))	Title 5, Part III, Sub-part I, Chapter 99, "Department of Defense National Security Personnel System"
Performance Management		
Rating Cycle	Fiscal Year (first year the cycle begins July 2009 to October 2010, thereafter October through September)	Same
Rating Elements	Performance Objectives (WHAT) Six Performance Elements (HOW)	Performance Objectives (WHAT) Contributing Factors (HOW)
Rating Scale	Assigns 1-5 for each performance objective and each performance element	Assigns 1-5 for each objective, but +/- for contributing factors
Employee Rating	Established by Rater and approved by Reviewer(s) Rating cannot be changed by PRA/Pay Pool	Established by Pay Pool Rating can be changed at Pay Pool level
Occupational Structure		
Structure	Component-specific job titles (with cross-walk to OPM job titles/categories) aligned to common work categories/levels	DoD wide job titles aligned to four occupationally-based career groups
Pay Administration		
Pay Pool Process	Annual consideration for base pay and bonuses	Same
Payout	Employee payout in early January (first year 2011)	Same
Pay Structure	One common pay band structure consisting of 5 pay bands for all occupations aligned to common work categories/levels	Four occupationally-based career groups with 15 unique pay band structures

Establishing Performance Objectives

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- Performance objectives cascade from the highest levels allowing employees to align objectives with the mission